

Copy editor



Project Title	Copy editor
Project Summary	We seek a copy editor for a weekly English-language newsletter published for employees and family members of the U.S. Embassy in Lima, Peru.
Country	Peru
Agency	Department of State
DoS Office	N/A
Post	LIMA
Section	CLO
Number of Interns	1

Project Description

Edit a weekly English-language employee newsletter to comply with the office Style Guide, Embassy Style Guide, and The Chicago Manual of Style. The newsletter is published Thursday afternoon. Copy editing occurs Wednesdays and Thursday mornings. The newsletter is between 10 and 25 pages. Must have familiarity with and access to Microsoft Publisher.

Desired Skills Interests

Additional Information

None

Language Requirements

None